

# Ascentis **Level 3 Award**

in

# Understanding the Personal Tutoring Role

# Rule of Combination



<b>Ofqual Number:</b>	<b>603/6310/1</b>
Ofqual Start Date:	01/10/2020
Ofqual Review Date:	31/07/2024
Ofqual Certification Review Date:	31/07/2025

# Qualification Overview

The Ascentis Level 3 Award in Understanding the Personal Tutoring Role provides training and accredited professional development opportunities for those in, or intending to be in, a personal tutoring role within a variety of contexts. Learners may be working or volunteering within the community, for an FE college, Adult and Community Learning Centre or Learning Provider. Learners could also be graduates or under graduates.

The Ascentis Level 3 Award in Understanding the Personal Tutoring Role gives the learner an introduction to the personal tutoring role. It explores the role, including the responsibilities and boundaries. It covers the underlying principles and legal requirements involved and looks at values, beliefs and attitudes. The qualification explores how to make an inclusive environment for learners as well as professional working relationships with others.

Learners will learn how to plan and organise tutorials, create individual learning plans, develop targets and help learners to develop their own study skills. Barriers to learning and additional learning needs will be discussed and learners will explore a variety of support options available and how to identify a learner who is at risk.

The qualification is knowledge based so there are no practice requirements.

There are several features of this qualification that make it very appropriate for its target learners:

- Unit certification is available for each of the units
- Verification and certification can be offered throughout the year, allowing maximum flexibility for centres
- Can be delivered either as a classroom-based course or as blended learning
- Ascentis devised assessment with the option to be taken online

## Aims

The aims of the qualification are to enable learners:

- To understand the roles and responsibilities in relation to personal tutoring
- To understand how to develop professional and inclusive working relationships
- To understand how to plan and review learning with individuals
- To understand how to provide support for a variety of learner needs

## Target Group

These qualifications are aimed at a range of learners, including:

- Personal tutors who may already be working within an FE college, Adult and Community Learning Centre or Learning Provider
- Learners who may be intending to take on the role of a personal tutor
- Graduates or under graduates, or others who may wish to volunteer or take up a role supporting learners of any age in their learning

## Regulation Codes

Ofqual Regulation Number:

- Ascentis Level 3 Award in Understanding the Personal Tutoring Role: 603/6310/1

## Assessment Method

All units are assessed using an Ascentis devised workbook which is designed to cover all the assessment criteria. The workbook can be used online or downloaded as a hard copy. The workbook will be internally assessed and verified by the centre and then externally verified by Ascentis.

Units can be taken individually so that unitised accreditation is available.

On completion of the learners' assessment for either the individual units or the award, the assessor is required to complete the Summary Record of Achievement for each learner. The Summary Record of Achievement asks assessors and the internal verifier to confirm that the rules of combination have been followed. The Summary Record of Achievement form is provided in Appendix 1.

# Rule of Combination

Ascentis Level 3 Award in Understanding the Personal Tutoring Role				
Minimum credits: 12				
Minimum credit value at level of qualification or above: 12				
Group A - Mandatory Units				
Credit (from Group A) Mandatory Units: 12				
Title	Level	Credit Value	GLH	Unit Code
Understanding the personal tutoring role and responsibilities	3	3	16	Y/618/3385
Understanding how to facilitate individual learning and development	3	6	36	H/618/3387
Understanding how to provide support to meet learners' academic, personal and welfare needs	3	3	16	D/618/3386
Credits from equivalent Units: Please contact the Ascentis office to request equivalences, and ask to speak to a member of the Qualifications Development Team.				
Credits from exemptions: Please contact the Ascentis office to request exemptions and ask to speak to a member of the Qualifications Development Team.				

Unit certification is available for all units.

## Guided Learning Hours (GLH)

The recommended guided learning hours for this qualification is 68

## Total Qualification Time (TQT)

The total qualification time for this qualification is 120

## Age Range of Qualification

This qualification is suitable for adult learners of 19 years and above.

# Contact & Further Information

New Centres please email [hello@ascentis.co.uk](mailto:hello@ascentis.co.uk) or call 01524 845046

Existing Centres please visit the Login area of our website to view the full specification.

Product Development for enquiries please email [development@ascentis.co.uk](mailto:development@ascentis.co.uk)